



NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY

EXECUTIVE DIRECTOR

The New Jersey Educational Facilities Authority (NJEFA), an independent state agency that assists New Jersey's public and private colleges and universities in obtaining low-cost financing to preserve and grow their campus facilities, seeks an **Executive Director** who will function as the Authority's **Chief Executive Officer**. The Executive Director supervises and oversees all operations and activities of the Authority and its public finance professionals and reports directly to the seven member NJEFA Board. As the Board's Secretary, the Executive Director arranges the monthly Board meetings, develops their agendas and maintains the minutes and records of the meetings in accordance with the Authority Act. The Executive Director oversees public finance transactions from concept to closing, including debt capacity and credit analysis, cash flow and structure modeling and develops, evaluates and initiates new financing techniques for capital facilities and bond fund investment strategies and opportunities for the colleges and universities the Authority serves. The position also manages the selection process of the consultants & professionals NJEFA uses, issuing Requests for Qualifications and Requests for Proposals on financing transactions.

REQUIREMENTS:

Education: Graduation from an accredited college or university with a Bachelor's degree in Finance, Public Policy, Public Administration, Business Administration or a related field. A CPA and/or Master's degree in Public Policy, Public Administration, Finance or Business Administration is preferred.

Experience: A minimum of eight (8) years of increasingly responsible experience in executive-level financial administration in the public sector.

In addition to the required education and experience, the ideal candidate will be a highly collaborative, experienced executive with a proven track record in progressive fiscal management and possess exceptional leadership skills.

Salary is commensurate with education and work experience. A comprehensive benefits package is offered as well. In accordance with the New Jersey First Act, P.L. 2011, c.70, new public employees are required to obtain New Jersey residency within one (1) year of employment. The Executive Director is also required to annually file a Financial Disclosure Statement with the State Ethics Commission.

If you are qualified and interested in this position, please send your cover letter, resume, and salary requirements, **by email only**, no later than February 17, 2015 to:

NJ Department of the Treasury
Division of Administration/Human Resources
Employment Recruiter
Email address: EmploymentRecruiter@treas.nj.gov
(Please use "NJEFA" in the Subject Line)

New Jersey is an Equal Opportunity Employer